

This document was created using best practices in document accessibility. Should you need assistance reading or understanding this document, call 902-543-8181 or email [info@modl.ca](mailto:info@modl.ca).

## **Policy & Strategy Committee Meeting Agenda**

**Tuesday, November 18, 2025 – 9:00 a.m.**

**MODL Council Chambers, 10 Allée Champlain Drive Cookville NS**

**Transgender Awareness Week Flag Raising – 11:00 a.m.**

- 1. Call to Order**
  - 1.1. Mi'kma'ki Territorial Acknowledgement
- 2. Announcements, Acknowledgements, Recognition**
- 3. Public Input (15 Minutes)**
- 4. Changes/Approval of Agenda (as circulated)**
- 5. Approval of Minutes – October 21, 2025 (as circulated)**
- 6. Business Arising from Minutes**
- 7. Presentations/Scheduled Times - Nil**
- 8. Referral from Committees/Council - Nil**
- 9. Staff Reports**
  - 9.1 Recreation, Parks & Tourism**
    - 9.1.1 Sherbrooke Lake Stewardship Committee ..... 1-7
  - 9.2 Economic Development**
    - 9.2.1 Communities in Bloom 2025..... 8-41
  - 9.3 Administration Department**
    - 9.3.1 Proposed Amendments to Policy 002 Committees..... 42-47
    - 9.3.2 Implications of Provincial Legislation Changes on Municipal Privacy ..... 48-50  
Responsibilities Bill 150 - Freedom of Information and Protection of Privacy Act
  - 9.4 Planning & Development Services**
    - 9.4.1 Household Water Supply Upgrade Program Financing Budget..... 51-61
- 10. Mayor's/Deputy Mayor's/Councillors' Matters - Nil**
- 11. Added Items – Nil**
- 12. In Camera**
  - 12.1 Contract Negotiations under Section 22(2)(e) of the MGA
- 13. Adjournment**



## **The Municipality of the District of Lunenburg Request for Decision**

**Report to:** Policy and Strategy Committee  
**Submitted by:** Trudy Payne, Director of Recreation, Parks and Tourism  
**Date:** November 18, 2025  
**Re:** Sherbrooke Lake Stewardship Committee

---

### **Recommendations**

“That Council approve conducting a three-year recurring water sampling of Sherbrooke Lake and tributaries adopting the same regime that was used for the baseline program to ensure the original intent of the water quality monitoring program.”

“That Council direct the sustainability staff to develop an education program that will educate all lakeside property owners and lake users to help them understand the actions they can take to protect lake health.”

### **Executive summary**

In May of 2024 the Committee presented to the Municipality of the District of Lunenburg and the District of Chester Council’s a number of recommendations that would aid in helping to protect Sherbrooke Lake. Some of the recommendations are currently being worked on. Direction on the requests to conduct a three-year recurring sampling of Sherbrooke lake and tributaries and establishing a committee to undertake an education initiative targeting lakeside property owners to help them understand actions they can take to protect lake health have not been provided by the District of Lunenburg Council, as Council directed staff to reach out to Chester to discuss possible partnerships that could be formed to move these requests forward.

### **Background**

On May 28, 2024, Coastal Action and the Sherbrooke Lake Stewardship Committee presented the five-year lake monitoring results to council with the mandate to aid council in evidenced based decision making concerning the properties the Municipality acquired for future public use.

At the September 10, 2024, Council meeting staff presented the Stewardship Committee's five requests for council consideration.

1. That the Municipality of the District of (Chester/Lunenburg) Council approve conducting a three-year recurring water sampling of Sherbrooke Lake and tributaries adopting the same regime that was used for the baseline program to ensure the original intent of the water quality monitoring program, which was to provide MODL and MOC with evidence-based advice before, during and after the construction of a public access site on Sherbrooke Lake.
2. Both Councils initiate and support ongoing Lake Stewardship education initiative targeting lakeside property owners to help them understand the actions they can take to protect lake health.
3. That the terms of reference be developed in partnership with both municipalities for a new committee with a focus on fulfilling recommendation number 2.
4. The Municipality of Chester has established a lakeside zone for the portion of Sherbrooke Lake that resides in that Municipality. It is recommended that MODL move quickly to consider using this template of the "lakeside zone" for their portion of Sherbrooke Lake shoreline with the possibility to extend to other lakeshores in the municipality.
5. In order to help mitigate any human and ecosystem effects associated with future possible blue-green algae/cyanobacteria blooms that both municipalities urge the Province to support biannual scientific reviews of this emerging threat."

#### **MODL Council Response (September 10, 2024)**

At the same meeting Council made the following motions:

- "That municipal council direct staff to begin conversations with the Municipality of the District of Chester (MODC) to determine what partnership may be possible in conducting **a water quality monitoring program** at Sherbrooke Lake every three years before making a final decision on the recommendation made by the Sherbrooke Lake Stewardship Committee to adopt a monitoring program."
- "That municipal council direct staff to reach out to the District of Chester (MODC) to determine their interest in establishing a **joint committee** whose primary mandate is to undertake an **education initiative** targeting lakeside property owners to help them understand the actions they can take to protect lake health."
- "That municipal council write to the Department of Environment requesting support for biannual scientific reviews on blue-green algae/cyanobacteria blooms, and that the

Municipality receive an invite enabling them to send representatives to learn more about this emerging threat to humans and the ecosystem.”

The letter was sent to the Department of Environment and Climate Change on October 18, 2024 (attached). The letter was re-sent just recently to the current Minister for Environment and Climate Change. At the time of this report no response has been received.

A motion was not made in reference to a lakeside zone; however, Council did direct staff to advise the Sherbrooke Lake Stewardship Committee that lakeside zoning would be taking place as part of MODL 2040, now known as Municipal Wide Planning. The Committee was advised.

### **MODC (Chester) Council Response (February 27, 2025)**

The requests made by the Committee that included Chester were brought forth in a staff report at their February 27, 2025, Council meeting by their Director of Community Development & Recreation. The following decisions were made:

- To not proceed with any type of water quality monitoring on Sherbrooke Lake at this time.
- To not establish a joint education committee. They eluded developing a public education program in-house with staff would likely be their best approach.
- To write a letter to NS Department of Environment and Climate Change requesting support for biannual scientific reviews on blue-green algae/cyanobacteria blooms.

On February 28, 2025, the Director of Community Development & Recreation, with MODC, informed the Sherbrooke Lake Stewardship Committee of the District of Chester’s decisions. The Director noted that while MODC values the five-year baseline data collected, Council chose not to pursue additional monitoring or an education committee at this time due to existing priorities and limited capacity.

### **Discussion**

The discussion before Council today is to discuss whether:

1. To proceed with conducting the water quality program for Sherbrooke Lake every three years without the District of Chester. In the past the District of Chester financially contributed \$7,000 and MODL budgeted \$23,000.
2. To establish an education committee without the District of Chester to educate lakefront owners in understanding and adopting best practices to protect lake health. The intent of this education committee would be to educate all lakeside property owners and users, not just those on Sherbrooke Lake.

To help ensure the data collected over the five years remains relevant the Committee is recommending this program be implemented every three years.

In discussion with Climate Action staff, staff felt that establishing an education initiative to educate lakeshore property owners and residents and users in general aligns with the Municipality's Climate Action Plan and could be incorporated in their work plan. This is why staff are recommending this initiative be undertaken by staff.

**Strategic Focus**

Continuing to monitor the quality of Sherbrooke Lake, providing education to lake property owners and residents, and advocating to learn from the research being conducted on blue-green algae aligns with priorities outlined in the Climate Change Action Plan and contributes to quality of life.

**Budget/Financial Implications**

If Council decided to proceed with the water quality program every three years funds would need to be allocated in the budgets to cover full costs, a portion previously shared with MODC. If Council decided to establish a lakefront education committee, funds would need to be budgeted annually to support the work of the committee. Staff time would also be required to support the committee. If Council decides to have staff undertake this education initiative staff time would need to be allocated.

**Climate Change/Sustainability**

Protecting Sherbrooke Lake supports Council's commitments under the Local Climate Change Action Plan 2030 by safeguarding water quality, biodiversity, and ecosystem services. Recurring monitoring will help identify climate-related risks such as rising temperatures and blue-green algae blooms, while education initiatives can encourage sustainable land management practices by property owners. These actions strengthen community resilience, advance evidence-based policy, and ensure Sherbrooke Lake remains a valued natural asset for future generations.

**Inclusion, Diversity, Equity and Accessibility (IDEA@MODL)**

N/A

**Strategic Communications**

The individuals that served on the Sherbrooke Lake Stewardship Committee will need to be notified of Council's decisions.

**Work plan**

If the water quality monitoring program is conducted every three years (to begin in 2026 this will involve staff time in seeking an organization, like Coastal Action, to undertake the work will take staff resources to develop an education initiative.

**Alternatives**

Water quality monitoring program:

- Discontinue to do any water quality monitoring.
- To direct staff to look into a water quality program that could be applied to a number of lakes in the Municipality, looking for a model that is reflective of a community development model and representative of watersheds.

Education Committee:

- Establish an Education Lake Stewardship Committee as recommended by the Committee
- Not provide any kind of education program.

**Conclusion**

The Sherbrooke Lake Stewardship Committee have submitted recommendations, including ongoing monitoring, public education, zoning considerations, and provincial advocacy on blue-green algae.

The Sherbrooke Lake Stewardship Committee members are all volunteers, and it was volunteers that helped ensure the water quality monitoring program ran smoothly, providing boats and human resources to get the water samples from the lake to send off to the labs which is the data that is reflected in the Coastal Action report. Their recommendations aim to ensure the work they have contributed is not lost, and that Sherbrooke Lake continues to be protected through:

- Conducting the water quality monitoring program every three years
- Education and engagement with lakeside property owners
- Regulations being put in place moving forward and
- Ongoing advocacy to the Province concerning biannual scientific reviews on blue-green algae/cyanobacteria blooms.

Report Preparation	
Department	
Report Prepared by	Trudy Payne, Director of Recreation, Parks & Tourism
Report Approved by	



## Municipality of the District of Lunenburg

10 Allée Champlain Drive Cookville Nova Scotia Canada B4V 9E4

### Office of the Mayor

Phone: 902.543.8181 Fax: 902.543.7123 [mayor@modl.ca](mailto:mayor@modl.ca) Web Site: [www.modl.ca](http://www.modl.ca)

October 18, 2024

Department of Environment and Climate Change  
1903 Barrington Street  
Suite 2085  
PO Box 442  
Halifax, NS B3J 2P8

Via Email [askus@gov.ns.ca](mailto:askus@gov.ns.ca)

To whom it may concern,

#### **RE: Sherbrooke Lake Request**

Two years ago, your department along with representatives from the three other Atlantic provinces and Dalhousie University hosted a one-day workshop to share emerging scientific understanding on the state of knowledge on blue-green algae/cyanobacteria. NS municipalities were invited to join.

The Municipality of the District of Lunenburg did send a representative and the knowledge gathered was helpful in guiding the development of our own lake monitoring program and informing a very concerned public. Periodic scientific reviews on the state of knowledge on emerging issues of considerable/widespread public concern are an effective way of avoiding public unease and identifying best practices in other jurisdictions faced with similar problems.

It is due to the value received from this scientific review session, that the Municipality of the District of Lunenburg Council respectfully request that the Department of Environment provides sessions on a biannual bases for scientific reviews on blue-green algae/cyanobacteria blooms and that the Municipality receives an invitation enabling us to send representatives to learn more about this emerging threat to humans and the ecosystem.

As they say, knowledge is power, and we would like to have access to the knowledge so that we can share it with our residents, whether they live on a lake or not, providing them with the information and the power to affect change to help prevent algae blooms on our lakes in the future.

We look forward to receiving an invitation to the next scientific review session which we hope will be in 2025.

Sincerely,

A handwritten signature in blue ink that reads "Carolyn Bolivar-Getson". The signature is fluid and cursive, with the first name being the most prominent.

Carolyn Bolivar-Getson  
Mayor

CBG/nd



1

## ■ Background

- Registered for the 2025 Communities in Bloom competition (Atlantic Edition).
- The Communities in Bloom competition aims to: foster community pride, foster environmental responsibility, and beautification
- Multi-level involvement

2

## Objective

To receive a comprehensive and honest assessment of how MODL is perceived and provide us a baseline for the future, all for the \$795 registration fee.

We also took this valuable opportunity to receive feedback on Osprey Village.



3

## The Process

1. Prepare Community Profile
2. Plan the Judge's Itinerary
3. Engage with the Judges
4. Showcase the Community
5. Receive Feedback
6. Receive Blooms award 1-5



4

## The Judges

Our judges had great pedigree!



### **Susan Ellis**

- Ottawa Valley Tourism Association
- Ontario East Economic Development Commission (President)
- Creative Economy, Ottawa Valley
- Manager of Economic Development, Recreation and Tourism with the City of Pembroke.

### **John Lohuis**

- Administrator positions in parks and recreation since 1977
- CEO of the Niagara Parks Commission
- An adjunct lecturer for the University of Waterloo

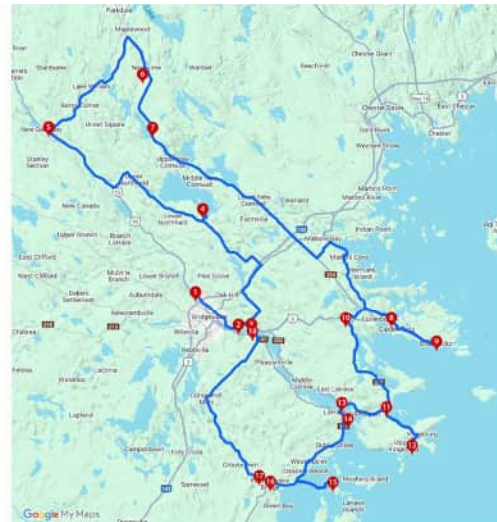
5

## The Itinerary

We covered 207 kms in one day and took the judges through almost all of the Council Districts.

### We visited

- 8 municipal parks
- 5 local businesses
- 2 museums
- 2 “destinations”
- 1 beach
- 1 ferry



6

## ■ Highlights en Route



We also highlighted the following en route:

- Heritage Properties
- Accessibility
- Local industry
- Blockhouse business district
- Stewardship partnerships
- Public Art Projects
- The Blue Route
- Community Involvement



7

## ■ The Judging

The judging process involves evaluation of the Community under various sections:

- Community Appearance
- Environmental Action
- Heritage Conservation
- Tree Management
- Landscape
- Plant & Floral Displays



8

## ■ Evaluation - Community Appearance

### Observations –

- Most properties are clean, litter-free and well-cared for
- Many small hamlets showcase unique offerings of NS living and culture.
- Special mention of the new park furniture and waste receptacles.



9

## ■ Evaluation - Environmental Action

### Observations

- AT Plan supported by over 110kms of trails
- Commended on comprehensive waste facility
- Municipal beach was clean and well-maintained.
- Electrifying small tools
- Climate Change Action Plan update

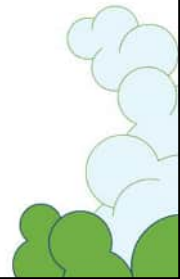


10

## ■ Evaluation - Heritage Conservation

### Observations

- LaHave Ferry
- Strong municipal grant funding
- LaHave Islands Marine Museum
- Fort Point Museum



11

## ■ Evaluation - Tree Management

### Observations

- Professional tree services
- Abundant native forest
- Exotic Fruit Nursery



12

## ■ Evaluation - Landscape

### Observations

- Completion of Parks & Open Space Guidelines
- Accessibility Training (Rick Hanson standards)
- Use of reclaimed asphalt for parking areas
- Qualified assessments and inspections of playgrounds
- Blue Biking Route
- Natural landscapes and shorelines



13

## ■ Evaluation - Plant & Floral Displays

### Observations

Very few formal floral and plant displays  
Special mention for Swiss Chalet



14

## ■ Recommendations

Several of the recommendations

- Beautification recognition program
- Fire Smart Training
- Bioswale ditching
- Mitigating Heat islands
- Façade Improvement Program
- Public Art Banner project
- Summer Events/Music Festival
- Widen inclusive programming
- Adopt-a-Tree Program
- Shade in Public Areas
- CNLA Landscape Design standards
- Benchmarking against other districts
- More floral pots, hanging baskets or planted medians
- Low-maintenance property borders
- Encourage Community Pride from the Big-box retailers
- Weed-free traffic islands

15

## ■ Evaluation Scores

We received the following scores in each section.

- |                           |           |
|---------------------------|-----------|
| • Community Appearance    | 103 / 150 |
| • Environmental Action    | 109 / 150 |
| • Heritage Conservation   | 105 / 150 |
| • Tree Management         | N/A       |
| • Landscape               | 105 / 200 |
| • Plant & Floral Displays | N/A       |

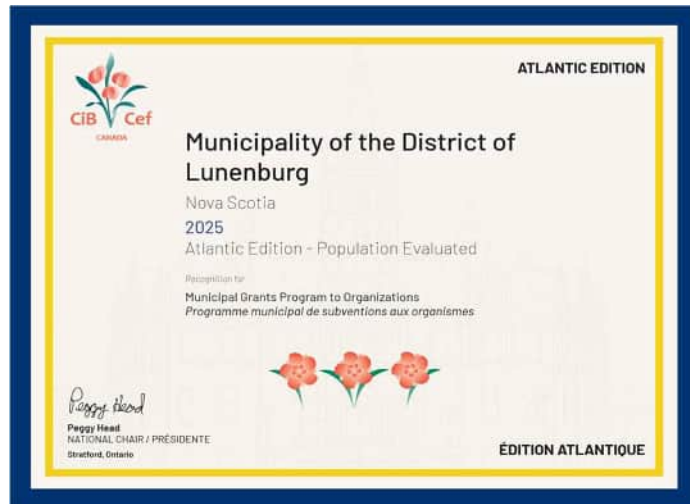
**The municipality achieved the overall score of 422 / 650 which equates to an award of 3 Blooms**



16

## ■ Special Recognition

We received special recognition for our Municipal Grants Program to Organizations.



17

## ■ Next Steps

1. Review and evaluate recommendations
2. Look at how we can use a Community Development lens
3. Consider a future submission in 2 or 3 years



18

■ **The End...or is it?**



# Evaluation Form

# 2025

**Municipality of the District of Lunenburg,  
Nova Scotia**



## 2025 Evaluation Form

## 2025 Evaluation Form



**Community:** Municipality of the District of Lunenburg  
**Province:** Nova Scotia  
**Country:** Canada  
**Category:** Atlantic Edition - Population

**CiB recognizes efforts to mitigate and adapt to climate change which is reflected in several criteria including:  
Environmental Action; Preservation of Natural Heritage; Tree Management and Landscape**

**Disclaimer:**

Please note for this evaluation, the criteria *Tree Management* and *Plants & Floral Displays* have been removed from the grid. This adjustment was made to ensure the community is not penalized in areas that do not apply. Scores and ratings are therefore based on the remaining four criteria.

<b>Community Appearance</b>	<b>103.00</b>	/	<b>150.00</b>
<b>Environmental Action</b>	<b>109.00</b>	/	<b>150.00</b>
<b>Heritage Conservation</b>	<b>105.00</b>	/	<b>150.00</b>
<b>Tree Management</b>	N/A	/	N/A
<b>Landscape</b>	<b>105.00</b>	/	<b>200.00</b>
<b>Plant and Floral Displays</b>	N/A	/	N/A
<b>Total</b>	<b>422.00</b>	/	<b>650.00</b>

**Percentage:** 64.92%

**Bloom rating:** 3 Blooms

**Bloom rating:** Provincial, National and International Participants  
 Up to 55%: 1 bloom. 56% to 63%: 2 blooms. 64% to 72%: 3 blooms 73% to 81%: 4 blooms. >82%: 5 blooms.

**Mention:** Municipal Grants Program to Organizations

**Representative (s) of Community**

Name: Dave Waters Function: Director, Economic Development

Name: Sandra Challis Function: Admin. Ass't to Rec. & Ec. Dev.

Name: \_\_\_\_\_ Function: \_\_\_\_\_

**Judges**

Name: Susan Ellis Name: John Lohuis

**Evaluation date:** July 9,10, 2025

# 2025 Evaluation Form

## IMPORTANT NOTES:

Evaluation is adjusted to the climate and environmental conditions of the community.

Evaluation is also adjusted to match the capacity of a community population to the achievements in all criteria – i.e. evaluate what they do (achieve) with what they have (population/ resources).

Some aspects of the evaluation might not be applicable: scoring will be prorated.

The score will vary from the previous year based on the facts that the evaluation form is subject to modifications each year and that the scores are based on the perception of the current judges.

## SECTORS OF EVALUATION

### Municipal:

- Municipal properties, parks and green spaces, streets, streetscapes
- Properties owned and run by municipality such as museums, historical sites

### Business and Institutions:

Properties owned and managed by

- **Business:** commercial sector, shopping centres, Business Improvement Areas (BIA), industrial parks, manufacturing plants
- **Institutions:** schools, universities, churches, hospitals, service and community organization buildings (such as YMCA, Legion), private museums, Government and Crown Corporations buildings (such as Canada Post, provincial and federal parks, etc.)
- **Tourism bureaus and Chamber of Commerce offices**
- **Farms:** in rural communities, farms can be considered in this section

### Residential:

- Citizens and citizen groups acting within their own properties
- Residential property owners, rate payer groups including condos and co-ops

### Community Involvement:

The principle of community involvement is so fundamental to the program that it is considered in each segment of the evaluation.

- Individuals, community organizations, citizen groups (includes youth programs) – all contributing to various aspects of community improvement, including municipal spaces maintained through the efforts of volunteers and community
- Organized clubs such as horticultural societies, garden clubs, community associations, school groups
- Service clubs such as Rotary, Lions, Optimist
- Participation (financial and/or in-kind or employee participation) by the municipality, businesses and institutions.

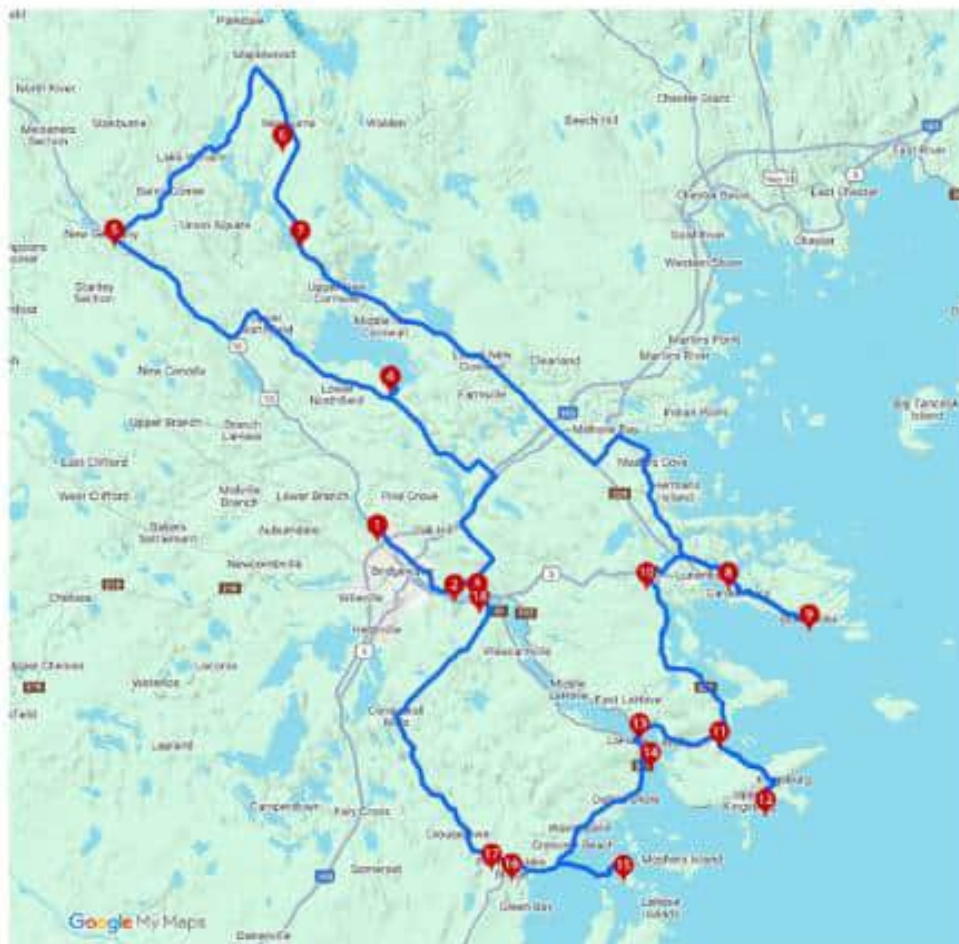
# 2025 Evaluation Form

## GENERAL COMMENTS AND SUGGESTIONS

Thanks to the Municipality of the District of Lunenburg (MODL) for participating in your inaugural Communities in Bloom assessment in the Atlantic Edition Population category. We are pleased to have offered our observations and recommendations based on: **Appearance, Environmental Action, Heritage Conservation, Tree Management, Landscape and Plants/Floral**. Each of these elements review the contributions through the Municipality, Businesses & Institutions, Residential and Community Involvement. There are in total 78 specific evaluation elements within the assessment grid.

Congratulations on achieving **Three Blooms** in your first year of Provincial assessment! Our visit was well planned and showcased the range of the many hamlets and areas of interest within the municipality as noted below to achieve this score.

### Route Map



## 2025 Evaluation Form

MAP LEGEND			
1	Best Western Plus, Cookville	2	Miller Point Peace Park, Dayspring
3	M.A.R.C., Dayspring	4	Mushamush Beach Park, Sweetland
5	Hummingbird Café, New Germany	6	Indian Falls, Newburne
7	Church Lake Park, Newburne	8	Sawpit Wharf Park, Garden Lots
9	Blue Rocks	10	Exotic Fruit Nursery, Front Centre
11	Rose Bay Bistro, Rose Bay	12	Hirtle's Beach
13	LaHave Ferry	14	Fort Point Museum, LaHave
15	LaHave Islands Marine Museum, LaHave Isl.	16	Petite Riviere Community Park
17	Maritime Painted Saltbox, Petite Riviere	18	LaHave Sunset Park, Conquerail Mills

As the Municipality grows in population, service levels will need to be reset and articulated to community residents. The Municipality is in an enviable position with no debt, largely to a conservative approach to service provision levels and arrangement of joint agreements with the Municipality of Bridgewater for many services such as sewage, water, arenas and community centres.

The many grants provided by MODL to community groups and sport teams/associations add to the community desirability and quality of life. It is clear that residents treasure the natural beauty of the area and are cautious about how the municipality is to grow in the future.

The museums and lighthouses described the evolution of this area and recognize the Mi Maq indigenous population.

The many trails within MODL have well-described trailheads and are well maintained and were a highlight on our visit.

The overall scores did not include Tree Management nor Plants/Floral scores for this first iteration of CiB assessment given the rural nature of the municipality at this time.



Susan Ellis  
National Judge

John Lohuis  
National Judge

## 2025 Evaluation Form

## 2025 Evaluation Form

<b>COMMUNITY APPEARANCE</b>		
<p>Community appearance reflects an overall effort by the municipality, businesses, institutions and the residents throughout the community to create great first impressions and a sense that there is continuous attention and upkeep to critical elements of a community that benefit quality of life and economic vitality Elements for evaluation are: parks and green spaces, medians, boulevards, sidewalks, streets; municipal, commercial, institutional and residential properties; ditches, road shoulders, vacant lots, signs and buildings; weed control, litter clean-up (including cigarette butts and gum), graffiti prevention/removal and vandalism deterrent programs.</p>		
	<b>Max</b>	<b>Actual</b>
<b>Municipal</b>		
<b>Gateway Impressions</b> First impressions of the community including gateway/entrance landscape treatments	10	5
<b>Overall Impressions</b> Order, cleanliness, curb appeal and first impressions	10	6
<b>Anti-litter/Graffiti Prevention and Removal</b> Community anti-litter/graffiti awareness programs	10	9
<b>Regulations</b> Effective bylaws, programs and policies and enforcement; litter control, private property maintenance by-laws, vandalism, graffiti prevention and eradication, graffiti removal kits to residents	10	7
<b>Asset Appearance</b> Includes public green infrastructure: parks, streetscapes (sidewalks, planters, urban signage and furniture such as benches, litter and recycling containers etc.)	10	7
<b>Municipal Properties Appearance</b> Visual appeal and condition of municipal buildings and municipal owned properties	10	7
<b>Business &amp; Institutions</b>		
<b>Overall Impressions</b> Curb appeal, order, and cleanliness	15	8
<b>Site Conditions</b> Condition of buildings (exterior maintenance), grounds, sidewalks and parking lots	15	7
<b>Furniture/Amenities Appearance</b> Condition of urban furniture: benches, litter and recycling containers	5	3
<b>Residential</b>		
<b>Overall Impressions</b> Curb Appeal, order and cleanliness	20	17
<b>Property Conditions</b> Condition of buildings, grounds and yards	15	12
<b>Community Involvement</b>		
<b>Public Participation</b> In community, neighbourhood or individual streets, clean-up programs, activities and annual maintenance (including promotion, organization, innovations involving youth and seniors, etc.)	10	6
<b>Community Support</b> Financial and/or in-kind or participation by the municipality, businesses service groups, and institutions for community clean-up programs.	10	9
<b>Community Appearance Total</b>	<b>150.00</b>	<b>103.00</b>

## 2025 Evaluation Form

### COMMUNITY APPEARANCE

#### Observations:

Municipal, residential and most commercial properties are clean, litter free and well-cared for. There are many small hamlets that showcase unique offerings of Nova Scotia living and culture. These make the visits through rural Municipality of the District of Lunenburg (MODL) memorable.

The many trail systems and adjacent amenities are well-cared for and attractive with clean waste receptacles, provision of doggie do bag dispensers.

It is somewhat difficult for MODL to set up gateway signage to the municipality given constraints of provincial highway regulations and the absence of a large urban core. A local group(s) could adopt a Welcome Sign to MODL with a significantly planted floral/ground cover bed at appropriate sites(s).

Private residential properties are well maintained, while commercial properties need attention.

Vacant properties do lack attention and dangerous unsightly by-laws are not being enforced at this point as they are complaint driven only.

New benches are being installed in the parks with long-lasting composite materials. Many of the benches are proudly sponsored by individuals.

#### Recommendations:

It is recommended that MODL adopt a comprehensive signage and wayfinding strategy that provides guidance to all residents and sectors in the community. Ensure that attention is also brought to tourism-related sites requiring attention.

It is also recommended that utility boxes (traffic signals, hydro, cable, etc.) make use of vinyl wraps utilizing public art or historic streetscapes/landscapes be used to lessen the impact of rusting infrastructure.

It is suggested that the municipality commence recognition programs for beautification efforts within MODL; such contests could include best residential, institutional and/or commercial properties. As MODL has many small hamlets, perhaps these small hamlets could each enter a friendly competition for best appearance while providing visitors with a tourism route on the results.

## 2025 Evaluation Form



Improve site appearance by enforcing basic standards relating to appearance at the commercial properties of Osprey Village (east side).

Review policies and enforcement of how vacant lots are managed.



## 2025 Evaluation Form

## 2025 Evaluation Form

<b>ENVIRONMENTAL ACTION</b>		
Environmental action pertains to the impact of human activities on the environment and the subsequent efforts and achievements of the community with respect to environmental stewardship, policies, by-laws, programs and best practices for waste reduction and landfill diversion, composting sites, landfill sites, hazardous waste collections, water conservation, energy conservation, and activities under the guiding principles of sustainable development pertaining to green spaces.		
	<b>Max</b>	<b>Actual</b>
<b>Municipal</b>		
<b>Sustainable Development Strategies</b> Policies, programs, guidelines, long-term planning/vision; effective bylaws/policies and their enforcement; and public education programs and activities. This includes activities such as: the creation of Active Transportation networks, fleet management, and recognition of the importance of biodiversity to mitigate and adapt to climate change.	20	15
<b>Waste Reduction</b> Reduction of waste going to landfill and results (3-R: reduce, reuse and recycle), municipal composting programs, including activities such as composting sites, yard waste collections, plastics reduction programs, mulching of wood debris (Christmas trees, hedge trimmings, etc.) and reclamation of cut trees. Handling of hazardous waste including e-waste collection and reuse of compost material. Officially mandating the greening of public events such as on-site recycling bins, biodegradable drink containers, food service dishes, utensils, etc. to minimize the use of plastic.	20	16
<b>Water Conservation</b> Use reduction programs such as promotions, efficient irrigation, use of non-potable water, water restriction policies	15	12
<b>Energy Conservation</b> Programs such as alternate forms of energy (ex. geothermal, biomass, wind, solar) and initiatives such as: energy-efficient appliances, shielding for night skies, efficient street lighting	15	12
<b>Environmental Initiatives, Innovations and Actions</b> <ul style="list-style-type: none"> <li>- Development and expansion of sustainable mobility and active transportation networks such as bike lanes, multi-use commuter pathways, and recreational trails</li> <li>- Horticultural practices such as planned biodiversity, green roofs, green walls, green lanes, living fences, buffer zones; re-use of sites; engineered wetlands, bioswales, permeable surfaces and rainwater management</li> <li>- Brownfield redevelopment, remediation, land reclamation</li> <li>- Air quality programs such as alternate energy sources, sustainable design of facilities, sustainable fleet management, reduction of greenhouse gas emission (carbon reduction), anti-idling by-laws.</li> </ul>	10	7
<b>Business &amp; Institutions</b>		
<b>Participation in The Environmental Effort</b> Waste management (reduce, reuse and recycle), water conservation, energy conservation and audits (fleet management, electric conservation), brownfield management	10	6
<b>Corporate Environmental Initiatives and Action</b> Innovation/stewardship, initiatives, activities (for example: environmental clean-up activities, plastic reduction) carbon emissions, green roofs	10	7
<b>Residential</b>		
<b>Participation in Environmental Initiatives</b> 3-R (reduce, reuse and recycle), composting	10	6
<b>Water &amp; Energy Conservation</b> Practices such as water use reduction, rainwater collection and rain gardens, alternate forms of energy, thermostat reduction	15	12
<b>Community Involvement</b>		
<b>Public Participation – Civil Action</b> Participation in public forums and policy development on environmental issues, such as climate change adaptation and mitigation	5	3
<b>Public Participation in Activities</b> Community (including children/youth), neighbourhood or individual street environmental activities and programs (including promotion, organization and evidence of taking ownership, etc.)	10	6
<b>Community Support</b> Financial and/or in-kind or participation by the municipality, businesses and institutions in public environmental activities and programs	10	7
<b>Environmental Action Total</b>	<b>150.00</b>	<b>109.00</b>

## 2025 Evaluation Form

### ENVIRONMENTAL ACTION

#### **Observations:**

The Active Transportation plan for MODL is supported by over 110 km of trails throughout the district.

The municipality recently invested in additional waste pickups, to reduce dumping along roadways and streets.

There are two recycling/transfer stations that accept all forms of recycled materials and are very comprehensive.

The municipal beach area was clean and well-maintained for swimmers.

The municipality should continue to convert to electric grass trimmers and small tools and toward appropriate additions of electric vehicles to the fleet; many municipal operations have vehicles at a location unnecessarily idling.

It is noted that the municipal Climate Action plan is being updated.

#### **Recommendations:**

Use of organized trade and swap meets for household goods and items can reduce waste going to the landfill.

Offer municipal Fire Smart training programs to residents.

Encourage more conversions of ditches into bioswales by planting low-maintenance shrubs or nitrogen-fixing plants.

Continue to utilize permeable surfaces to reduce storm water runoff.

Consider mitigation of heat islands created in paved parking lots by installing bushes, shrubs and trees in the existing medians.

Perform and update energy audits of all municipal facilities/fleet to lower overall greenhouse gas emissions.

Consider municipal provision of residential compost containers and water barrels.

## 2025 Evaluation Form

<b>HERITAGE CONSERVATION</b>		
<p>Heritage conservation includes efforts to preserve and protect both natural and cultural heritage within the community. Preservation of natural heritage pertains to policies, plans and actions concerning all elements of biodiversity including flora and fauna ecosystems and associated geological structures and formations. Cultural conservation represents the “persona” of a community and refers to the heritage that helps define the community including the legacy of tangible (built/hard assets) elements such as heritage buildings, monuments, memorials, cemeteries, artifacts, museums and intangible elements such as traditions, customs, festivals and celebrations. The participation of groups such as historical societies, traditional cultural groups, and conservation groups is considered.</p>		
	<b>Max</b>	<b>Actual</b>
<b>Municipal</b>		
<b>Natural Heritage Plans</b> Management and preservation policies, plans, programs and initiatives: including eco systems, eco parks, trail networks, grasslands, naturalization, wetlands, urban agriculture/farming, wildlife and wildlife corridors, protection of sensitive habitats, species at risk and support for at risk pollinators.	20	15
<b>Natural Heritage Promotion</b> Management and promotion of natural heritage (through communications, information and support programs, economic development/tourism) including year-around activities and programs for education and use of natural heritage sites (including trail networks) for and by the public.	15	9
<b>Cultural Heritage Plans</b> Policies, by-laws, plans, and preservation initiatives for heritage buildings, cemeteries, artifacts, museums, monuments, heritage trees and gardens, including their integration with streetscapes and landscape	15	9
<b>Cultural Heritage Activities</b> Initiatives throughout the year including festivals and celebrations along with preservation of traditions and customs	15	9
<b>Business &amp; Institutions</b>		
<b>Natural Heritage Assets</b> Conservation, restoration and integration of natural heritage, including eco parks, conservation areas, trails, heritage gardens, trees and landscapes.	10	8
<b>Cultural Heritage Assets</b> Conservation, restoration and reuse of heritage buildings and artifacts including their integration with the built/hard, streetscapes and green landscapes	10	7
<b>Residential</b>		
<b>Cultural Heritage Initiatives</b> Conservation/restoration and reuse of heritage buildings and artifacts on residential lands	10	8
<b>Community Involvement</b>		
<b>Natural Heritage Public Participation</b> Participation in community (including children/youth), neighbourhood or individual natural heritage programs and initiatives including developing policies and plans, site improvements (including trails, eco parks, reforestation and management, maintenance, conservation and education initiatives	20	15
<b>Natural Heritage – Community Support</b> Financial and/or in-kind or participation by the municipality, businesses and institutions (including environmental groups) in community-initiated natural heritage activities and programs	10	7
<b>Cultural Heritage - Public Participation</b> Participation in community (including children/youth), neighbourhood or individual cultural heritage programs including year-round heritage community events/activities, festivals and celebrations along with preservation of traditions and customs	15	11
<b>Cultural Heritage - Community Support</b> Financial and/or in-kind or participation by the municipality, businesses and institutions (including historical societies) in community-initiated cultural heritage activities and programs	10	7
<b>Heritage Conservation Total</b>	<b>150.00</b>	<b>105.00</b>

# 2025 Evaluation Form

## HERITAGE CONSERVATION

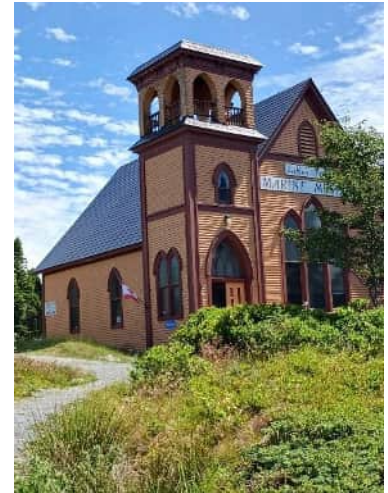
### Observations:

The LeHave Ferry in itself is a heritage attraction and an excellent addition to tourism infrastructure.

The LaHave Islands Maritime Museum is an excellent resource to help interpret the strong nautical background of this area with well-placed exhibits and signage.

Strong municipal grant funding for community groups with a heritage or historical emphasis allows sustainability, continuity and awareness by residents and visitors.

Fort Point Museum at LaHave is also a wonderful resource in recognition of the importance of lighthouses in the past.



### Recommendations:

A lot of the commercial properties in the small hamlets would benefit from a Facade Improvement program.

We suggest that a public art project by local artists could help develop a banner program highlighting celebrations of local life in MODL past and present.

Provide more summer event and/or music festival programs offered to the public throughout the parks in MODL, specifically on municipal property near the service centre (town hall).

Consider inclusion of heritage properties with the Municipal Heritage Asset Inventory to showcase these valuable components of MODL history.

Encourage development and implementation of a programs that help recognize Indigenous populations as well as new Canadian residents within the municipality.



## 2025 Evaluation Form

<b>TREE MANAGEMENT</b>		
Woodlands, Canopy Management, Urban and Rural Forestry includes the efforts of the municipality, businesses, institutions and residents with regards to written policies, by-laws, standards for tree management protection (selection, planting, and maintenance), long and short-term management plans, tree replacement policies, pollinator-friendly tree selection, tree inventory including heritage, memorial, and commemorative trees, and Integrated Pest Management (IPM) programs.		
	<b>Max</b>	<b>Actual</b>
<b>Municipal</b>		
<b>Overall Impression</b> Overall impact, benefit and first impression of the urban forest	10	7
<b>Strategic Plans</b> Policies, regulations and tree by-laws, tree protection and planting on public and private lands	15	5
<b>Urban Forestry Plan</b> Plan, design and inventory management including integration with overall green infrastructure landscape plan, and measures to preserve, protect, manage and expand overall tree inventory, including woodlots and managed forests	20	4
<b>Plan of Action</b> Procurement, species diversity (including native trees), selection of hardy and pollinator habitat tree species, recommended tree list and tree planting standards.	10	4
<b>Integrated Pest Management</b> (IPM) / Plant HealthCare (PHC): plan of action for invasive pest detection and control, information on current infestations and diseases	10	7
<b>Public Information Programs</b> Provides information on good planting techniques, best practices and maintenance programs	15	5
<b>Maintenance Quality</b> Best practices with demonstrated results	10	3
<b>Qualified Resources</b> Qualified personnel (including seasonal staff and/or qualified experienced contractors) and/or in place training programs	5	2
<b>Business &amp; Institutions</b>		
<b>Tree inventory</b> Contribution to expanding overall tree inventory and canopy, management of hedgerows and forests, with consideration of design and diversity including native and hardy species of trees, on properties owned by businesses and institutions.	15	0
<b>Maintenance Quality</b> Programs, best practices with demonstrated results: watering, pruning, IPM	10	3
<b>Residential</b>		
<b>Tree Planting</b> Contribution to expanding overall tree inventory, with consideration of design and diversity including native and hardy species of trees on residential properties	15	10
<b>Maintenance Quality</b> Best practices with demonstrated results	10	7
<b>Community Involvement</b>		
<b>Public Participation</b> Participation (including children/youth) in tree planting and conservation programs such as Green Streets Canada, Arbor Day, Maple Leaf Day, and other tree planting and maintenance programs and activities on public lands (including promotion, organization etc.)	20	10
<b>Community Support</b> Financial and/or in-kind or participation or promotion by the municipality, businesses and institutions for community tree planting and conservation programs on public lands	10	5
<b>Tree Management Total</b>	<b>175.00</b>	<b>72.00</b>

**Please note, although *Tree Management* was not included in the official scoring for this evaluation, the judges have provided observations and recommendations as a reference point. These comments are intended to highlight the community's current status and to offer guidance for future planning and development.**

## 2025 Evaluation Form

### TREE MANAGEMENT

#### Observations:

The municipality does retain a tree service for removal of hazard trees; suggest a program where critical pruning may be added to the service contract (under a qualified Arboriculturalist or Registered Professional Forester).

It is noted that several areas of MODL have balsam trees for sale as the “Christmas Tree Capital of the World”.

There are few municipally planted trees; however, the native coniferous forest population is abundant and forms an important role in retention of soils and helping to offset air pollution.

Hazard trees are removed under contract by an established local tree contractor.

The visit to the Exotic Fruit Nursery was a fabulous exposure to fruit tree diversity in particular. The nursery will eventually provide local residents a great opportunity to enjoy various fruits on their own property!

#### Recommendations:

Adopt a Tree Management Program to care for the trees in the hamlets of MODL, that includes a tree Inventory in the local parks.

Provide more shade trees planted in public areas, such as perimeters of ball fields, sports fields and playgrounds and parking lots.

Encourage service clubs and youth groups to plant trees and create a guide for appropriate species for the micro-climate of Nova Scotia.

Create special seasonal celebratory events between local tree growers and the municipality to encourage diversity of plantings (particularly more deciduous, and fruit bearing species)

Provide a pruning guide for hydro arborists to ensure that the work is done with tree health in mind.

## 2025 Evaluation Form

<b>LANDSCAPE</b>		
<p>Landscape includes planning, design, construction and maintenance of parks, green spaces and cemeteries suitable for the intended use and location on a year-round basis. Elements for evaluation include native and introduced materials; biodiversity, materials and constructed elements; appropriate integration of hard surfaces and art elements, use of turf and groundcovers. Landscape design should harmonize the interests of all sectors of the community and provide safe and secure public spaces. Standards of execution and maintenance should demonstrate best practices, including quality of naturalization, use of groundcovers and wildflowers along with turf management.</p>		
	<b>Max</b>	<b>Actual</b>
<b>Municipal</b>		
<b>Sustainable Designs – Soft Landscape</b> Sustainable designs: energy efficient, use of green materials, naturalization, xeriscaping, suitable plant varieties (including pollinator friendly), traffic calming, bank stabilization	15	8
<b>Sustainable Designs - Hard Landscape</b> Urban and civic design standards for streetscape and public places including considerations for public safety: flags, banners, public art, fountains, site furnishings, signage including wayfinding and directional, seasonal design and décor, walkways and paving materials including use of artificial turf and its protocols	15	7
<b>Landscape Plan</b> Integrated and implemented throughout the municipality	10	5
<b>Landscape Management Programs</b> Integrated Pest Management (IPM), Plant Health Care (PHC), alternative solutions to diseases and infestations when appropriate, Invasive Species Management, increased naturalization and adapted maintenance programs	10	4
<b>Landscape Maintenance</b> Policies, Standards, Best Practices and Programs including irrigation water management	10	5
<b>Landscape Quality</b> Landscape maintained to appropriate standards, specs and best practices, as an example as shown in the Canadian Landscape Standards	5	2
<b>Qualified Resources</b> Qualified personnel (including seasonal staff) and/or in place training programs and/or qualified experienced contractors	10	3
<b>Year-round use</b> Demonstrated year-round opportunities and programs for education and people being active and using parks and green spaces (urban agriculture, community gardens, parks and recreation programs and accessible public washrooms)	10	6
<b>Business &amp; Institutions</b>		
<b>Sustainable Designs</b> Energy efficient, use of green materials, naturalization, xeriscaping, alternate groundcovers, urban agriculture	10	3
<b>Integrated Plan</b> Contribution to urban & civic design and public green spaces above requirements: such as public art, streetscape, site furniture, fountains & innovation in concept & design	15	6
<b>Maintenance Quality</b> Adequate ongoing life cycle management (ongoing maintenance, ground & asset management, rehabilitation & replacement) of all landscape elements	10	6
<b>Residential</b>		
<b>Streetscape Appeal</b> Residential yards (year-round, seasonal, themed)	15	12
<b>Maintenance Quality</b> Lawn care, trees and shrub maintenance (with demonstrated results)	15	12
<b>Plant Selection</b> Selection of plant material (native, local, innovative, edible & pollinator friendly plants)	10	7
<b>Community Involvement</b>		
<b>Public Participation</b> in community programs (including children/youth) such as: urban agriculture, community gardens, "yard of the week", volunteer park maintenance, holiday illumination and decoration (promotion, organization, etc.)	20	7
<b>Volunteer Succession Plan and Recognition</b> Succession Plan and Recognition (by municipality and/or volunteer groups) of volunteer efforts in all aspects of the Communities in Bloom program including activities in all evaluated criteria	20	12
<b>Landscape Total</b>	<b>200.00</b>	<b>105.00</b>

## 2025 Evaluation Form

### LANDSCAPE

#### Observations:

It is noted that MODL has completed Parks & Open Space Standards and Guidelines in 2023. This forms a great basis for provision of services based on 5 Goals: Active Living, Inclusion & Access, Connecting People and Nature, Support Environments and Recreation Capacity. Some of these principles could well be transported toward the Planning activities of MODL, especially those with Active Living and Inclusion and Access requirements for citizens.

The certification of MODL staff in accessibility training (Rick Hanson Standards) clearly shows results with the recent installation of a wheelchair accessible kayak ramp and dock. Kudos for this initiative along with provision of wheelchair accessible outdoor toilets. There are adequate numbers of placements of benches and waypoints along the trails to make such trips repeatable many times!

Hirtle's Beach is a true treasure for local residents seeking swimming opportunities.



The municipality utilizes reclaimed asphalt at some parking areas and some lanes/roads. This is a good use of resources both from an environmental and financial perspective. A qualified playground inspector regularly assesses playgrounds at public playground areas.

The Blue Biking route is a great asset to the community and features recent wider, paved shoulders increasing bicycling safety and assists in the municipal Active Transportation plan.



The natural landscapes and shorelines of the community are a valued component of MODL and BE sure to engage visitors at each treasured location.

These natural landscapes should be preserved for future generations wherever possible.

## 2025 Evaluation Form

### Recommendations:

With the community-wide provision of trails, it may be useful to measure the frequency, timing (days/hours of) usage by residents. The use of infrared trail counters is now much more affordable and can be moved to various trails to determine public usage statistics.

Consider a speed limit on the multi-use trail winding through Osprey Village.



Suggest use of the CNLA landscape design standards document that can be accessed through the CiB program. Review risk management implications of use of Hirtle's Beach (swimmer safety signage).

We also suggest benchmarking best practices used by other districts, towns and villages (Yarmouth, Mahone Bay, Pugwash) to help landscape designs being implemented in the community.

More banners, floral pots, hanging baskets or median planted strips should be implemented within commercial properties to make them more inviting for customers. Some of these could be sponsored by local groups if the corporate retailers provide limited support.

Look at the potential for creation of low-maintenance (requiring less watering) low-lying shrub beds and groundcovers in areas between housing and coniferous trees to act as a partial barrier to fire spread.



## 2025 Evaluation Form

## 2025 Evaluation Form

<b>PLANT AND FLORAL DISPLAYS</b>		
<p>This category evaluates the efforts of the municipality, businesses, institutions and residents to design, plan, execute, and maintain plant and floral displays of high-quality standards. Evaluation includes the design and arrangements of flowers and plants (annuals, perennials, bulbs, ornamental grasses, edible plants, water efficient and pollinator friendly plants) in the context of originality, distribution, location, diversity and balance, colour, and harmony. It also pertains to flowerbeds, carpet bedding, containers, baskets and window boxes.</p>		
	<b>Max</b>	<b>Actual</b>
<b>Municipal</b>		
<b>Floral Display Plan of Action</b> Integration into overall landscape plan and distribution through community. Concept and design including sustainable design	15	5
<b>Diversity of Displays</b> Flowerbeds, raised beds, planters, hanging baskets, window boxes, carpet bedding, mosaics	20	6
<b>Diversity of Plants</b> Annuals, perennials, bulbs, grasses, woody plants, natural flora, pollinator friendly plants	10	4
<b>Maintenance Quality</b> Maintenance to appropriate specifications and standards, best practices: watering, weeding, edging, dead heading, etc.	20	12
<b>Qualified Resources</b> Qualified personnel (including seasonal staff) and/or in place training programs and/or qualified experienced contractors	10	6
<b>Business &amp; Institutions</b>		
<b>Concept and Design</b> (including arrangement, diversity, colour of display and plants) on grounds	15	5
<b>Overall Plan</b> Contribution to, and integration with, overall community plant and floral program	10	3
<b>Maintenance Quality</b> of planting and maintenance: watering, weeding, edging, dead heading, etc. with demonstrated results.	10	3
<b>Residential</b>		
<b>Concept and Design</b> (including arrangement, diversity, colour of display and plants) on residential properties including Pollinator gardens and/or inclusion of pollinator plants in gardens	20	16
<b>Maintenance Quality</b> of planting and maintenance with demonstrated results.	15	12
<b>Community Involvement</b>		
<b>Public Participation</b> in community projects, volunteer initiatives (including children/youth), outreach programs in plant and floral displays (including promotion, organization, etc.)	15	8
<b>Community Support</b> Financial and/or in-kind or participation by the municipality, businesses and institutions for community plant and floral displays activities	15	8
<b>Plant and Floral Displays Total</b>	<b>175.00</b>	<b>88.00</b>

**Please note, although *Plant & Floral Displays* was not included in the official scoring for this evaluation, the judges have provided observations and recommendations as a reference point. These comments are intended to highlight the community's current status and to offer guidance for future planning and development.**

## 2025 Evaluation Form

### PLANT AND FLORAL DISPLAYS

#### Observations:



There were a few floral and plant displays at the LeHave Museum, MARC and at the MODL service building entrance and add to the appearance of residents visiting municipal departments.



The floral beds at the new properties at Osprey Village and to the south for the Best Western Premiere are attractive and very well maintained.



Swiss Chalet deserves plaudits for the only floral presence in the entire east part of Osprey Village.

The Lunenburg County Lifestyle Centre and Library offer great views of the natural landscape from inside and with benches outside.

There is vegetation on some curbed traffic islands near the CTC, however, the potential positive impacts are undone by the appearance of the rusty sea container beside the structure.

#### Recommendations:

The commercial properties (Walmart, Canadian Tire, etc.) to the east side of Osprey Village would do well to utilize the quality types of landscaping seen at Osprey West and to the South at Best Western, Staples and Boston Pizza. The commercial retail big box properties do not meet the standards that CIB has observed at similar properties at other communities.

Traffic islands should be free of weeds through regular use of electric string trimmers and/or steam & vinegar applications.

On roundabouts and some shoulders of major arterials, due to the danger by traffic some communities are making use of robot mowers which mitigate potential accidents with work crews.

Look at instituting a community food garden program near food bank locations that uses both in-ground plantings and table-top planters to allow seniors/disadvantaged to participate.

## 2025 Evaluation Form



### **THANK YOU FOR YOUR INVOLVEMENT**

“Within the context of climate change and environmental concerns, communities involved in the Communities in Bloom program can be proud of their efforts, which provide real and meaningful environmental solutions and benefit all of society.”

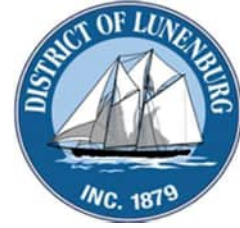
### **COMMUNITIES IN BLOOM IS MADE POSSIBLE BY**

The commitment of local, provincial and national volunteers

The support of elected officials and of staff in municipalities

The dedication of our judges, staff and organizations

The contributions of our sponsors and partners



## The Municipality of the District of Lunenburg

### Request for Decision

**Report to:** Chair and Members of the Policy & Strategy Committee

**Submitted by:** April Whynot-Lohnes

**Date:** November 18, 2025

**Re:** Amendments to Policy 002, Committees

---

#### **Recommendation**

**“that the Policy and Strategy Committee recommends to Municipal Council that Municipal Council adopt amendments to Policy 002, Committees as presented and hereby gives seven days’ notice of Council’s intention to adopt on November 25, 2025.”**

#### **Executive summary**

On November 18, 2025, Finance Committee meeting Council gave direction to staff to amend the terms of Council members sitting on Committees and Boards. As part of the direction Council requested that the Nominating Committee term also be amended from one year to two years.

#### **Discussion**

The Nominating Committee term is set by policy and to amend the term Council must make an amendment to Policy 002, Committees. In addition, while reviewing the policy, staff recognized other general housekeeping amendments to provide clear language, and staff is requesting Council’s consideration.

#### **Strategic Focus**

N/A

#### **Budget/Financial Implications**

There are no budget implications for this change.

**Climate Change/sustainability**

N/A

**Inclusion, Diversity, Equity and Accessibility (IDEA@MODL)**

N/A

**Strategic Communications**

N/A

**Work plan**

There will be no impacts on resources.

**Alternatives**

Council can decide not to proceed with the proposed amendments.

**Conclusion**

The amendment reflects Council’s wish to amend the term for sitting on the nominating committee policy and provide further clarity using plain language.

Report Preparation	
Department	Administration
Report Prepared by	April Whynot-Lohnes
Report Approved by	
Date Reviewed by C.A.O.	

## Municipality of the District of Lunenburg

Policy Details	
Name	Committees
Number	002
Legislative Authority	
Effective Date	November XX, 2025

### Committees of Council

- 1 Council may, under Section 24 of the **Municipal Government Act**, establish standing, special and advisory committees. Each committee ~~shall~~ **must** perform the duties ~~conferred on it~~ **granted** by the Act, any other Act of the Legislature, the by-laws or policies of the Municipality, or their Terms of Reference approved by Council.

### Nominating Committee

- 2 (1) The first Committee to be appointed ~~shall~~ **must** be the Nominating Committee, which ~~shall~~ **must** consist of the Mayor and three members of Council ~~appointed~~ **designated** by the Mayor.
  - (2) Each Committee member ~~shall~~ **will** serve for a ~~one~~ **two**-year term. ~~and all Council members shall serve at least one term on the Nominating Committee.~~
  - (3) The Nominating Committee ~~shall~~ **must** make all Council appointments to MODL Committees and Standing Committees.
  - (4) The Nominating Committee ~~shall~~ **must** also recommend appointments to all other Committees, Commissions and Boards, ~~to which that the Council may appoint members~~ except the public members-at-large of the Fire Service Committee. **For those positions, the Fire Service** Committee ~~shall~~ **must** recommend appointments directly to Council.
  - (5) The Nominating Committee ~~shall~~ **will** receive letters of nomination for awards of Acts of Bravery and Substantial Achievement and ~~shall~~ **will** recommend those deemed worthy of the award to Council as outlined in ~~MODL~~ Policy 042 "Acts of Bravery and Substantial Achievement Awards".
  - (6) The Nominating Committee ~~shall~~ **will** review nominations and make recommendations to Council for all Community Achievement Awards.

### Policy and Strategy Committee

- 3 (1) The purpose of the Policy and Strategy Committee is to hold debate and discussion on by-law and policy review, strategy, land issues and any other matters not dealt with by the Finance Committee.
- (2) The Committee ~~shall~~ **will** meet monthly on the third Tuesday of the month. The Chair, in consultation with staff, may add or cancel meetings as required based on the volume and complexity of agenda items.
- (3) Membership of the Committee ~~shall~~ **will** consist of the whole of Council.
- (4) The Deputy Mayor ~~shall~~ **will** chair the Committee.
- (5) The Vice-Chair ~~shall~~ **will** be selected annually at the November meeting of the Committee in accordance with the election procedures outlined in ~~MODL~~ Policy 001, **Proceedings of Council**. The sitting Vice-Chair may re-offer. ~~for the same position.~~
- (6) All meetings ~~shall~~ **will** be conducted in accordance with ~~MODL~~ Policy 001, **Proceedings of Council** unless otherwise stated in this section.

#### **~~Planning Advisory Committee~~**

~~4 Repealed July 14, 2020.~~

#### **Ex Officio**

- 54 Except where the Mayor is specifically appointed to a Committee, the Mayor ~~shall~~ **will** be a member “ex officio” of all committees, but as an “ex officio” member, the Mayor ~~shall~~ **will** not vote, except in the absence of one or more members of the Committee.

#### **Conflict of Interest**

- 65 Where personal or professional involvement or association could result in an actual or perceived conflict of interest for a member of a Committee, the member ~~shall~~ **must** declare the conflict and abstain from debate on the related topic, or where appropriate, remove themselves from a meeting and ~~shall~~ **will** not vote on any motion applying to the declared conflict.

#### **Terms of Reference**

- 76 (1) The Municipal Clerk will maintain the Terms of Reference for all ~~MODL~~ **municipal** committees.

(2) Members of a committee may propose amendments to their Terms of Reference by majority vote. Council ~~shall~~ will consider proposed amendments but retains final authority to amend or retain the existing Terms of Reference.

**Repeal**

~~8 Any previous version of MODL Policy 002 is hereby repealed and replaced with new MODL Policy 002.~~

<b>Policy Adoption</b>	
<b>Date of Original Passage</b>	March 27, 2012
<b>Date of Notice of Intent to Amend</b>	November XX, 2025
<b>Date of Council Approval</b>	November XX, 2025
<b>Date of Effective Date</b> (if different from approval date)	November XX, 2025
<b>I certify that this Policy 002 Committees was amended by Municipal Council as indicated above.</b>	
<b>Signature of Municipal Clerk</b>	<b>Date</b>  November XX, 2025

<b>Version</b>	<b>Amendment Description</b>	<b>Approval Date</b>
<b>Original V1</b>	Committees	Mar 27, 2012
<b>V2</b>	Clarification that PAC reports to council and members at large are recommended by the Nominating Committee.	Sep 23, 2014
<b>V3</b>	Deletion of Committee of the Whole meetings and the following Standing Committees: Audit/Finance; Communications and PR; Community & Cultural Services; Infrastructure, Environment & Economic Development. Creation of new Audit & Finance Committee and Council & Staff Working Sessions.	Jan 26, 2016
<b>V4</b>	Amendments to number of councillors in Section 2. Deletion of Council and Staff Working Session section and replace with Policy & Strategy Committee.	Oct 11, 2016
<b>V5</b>	Amended the PAC compensation from 6 to 5 council members and 4 to 3 members for at large members.	Nov 8, 2016
<b>V6</b>	Repealed Section 4 Planning Advisory Committee	Jul 14, 2020
<b>V7</b>	Housekeeping amendments to section 3.1	Feb 23, 2021
<b>V8</b>	Amend term of membership on Nominating Committee from one to two years, housekeeping amendments and plain language.	Nov XX, 2025



## The Municipality of the District of Lunenburg Information Report

**Report To:** Policy & Strategy Committee  
**Submitted By:** Alex Dumaresq, Deputy CAO  
Jonathan Bertram, Policy Analyst  
**Date:** November 18, 2025  
**Re:** Implications of Provincial Legislation Changes on Municipal Privacy  
Responsibilities - Bill 150 - Freedom of Information and Protection of Privacy  
Act

---

### **Purpose**

Bill 150 has implications for MODL's privacy responsibilities and makes changes to the legislation governing individuals' data collection and digital privacy. This briefing note provides an overview for the key changes in regulations and highlights some implications for MODL's responsibilities regarding data collection.

### **Recommendation**

Not applicable

### **Background**

The new legislation of Bill 150 establishes municipalities as public bodies and assigns them the same privacy requirements and responsibilities as all public bodies within Nova Scotia. This aligns their privacy considerations with provincial and federal requirements. This establishes clear guidelines for responsibilities and outlines procedures to modernize and standardize how privacy is upheld within NS.

Most features and mechanics of Bill 150 are similar to existing requirements within PIIDPA and FOIPOP. Legislatively, Bill 150 repeals some sections of PIIDPA and FOIPOP and consolidates them into a new outline of updated privacy and data requirements.

The most impactful changes required by Bill 150 for municipalities are some new requirements for privacy including: the establishment of a privacy policy, conducting Privacy Impact

Assessments (IPA's) for all new or changed programs, and mandatory Canadian data residency standards. The transition for contracts to follow Bill 150 will go into force on 30 April, 2027.

The Town of Bridgewater currently has an employee specializing in privacy and has begun the development of systems that would meet the new provincial requirements. The MJSB is currently considering if there is an opportunity or need for a shared service to assist all partner units in achieving compliance with the new requirements.

### **Analysis of Municipal Privacy requirements Bill**

#### Part II: Protection of Privacy

This part consolidates and clarifies the rules, procedures, and exceptions surrounding the mechanics of collecting, protecting, and disclosing personal information.

A public body shall

- (s52) **establish and maintain a privacy policy**
- (s53) Conduct a privacy assessment before undertaking or instituting or changing a project, program, system, or otherwise which collects, uses, or discloses personal information
- (s55, s56) Only collect individual's information directly from the individual and inform them of the purpose, legal authority, and the group/individual responsible for addressing questions/information about the collection
- (s70) May only use personal information for, or compatible with, the purpose it was collected, the individual it is about has consented to this identified use, or its purpose is disclosed according to sections 71-74
- (s76) Personal information may not be disclosed, stored, or accessed from **outside of Canada**
- (s78) Upon realization that a "privacy breach" has occurred and caused or is expected to cause "significant harm" as a result, **the individual and the Commissioner must be informed** (details, procedures, and limitations described throughout s78-s79)

#### Part III: Reviews by Commissioner and Appeals to Court

The responsibilities of municipality within this process involve cooperating with the commissioner, providing relevant information, and participating in the reconciliation process.

- (s80, 1) a person with an access request or correction request **may ask the commissioner** to review any decision, act, or failure to act by the head of the public body (within 60 days of notification of decision, act, or failure to act)

- (s100) a person affected by a breach may request a privacy review request with the commissioner

### **Strategic Focus**

Provincial legislation requires the adoption of new processes. Enhanced privacy protections may contribute to stronger community fabric by indirectly increasing trust in government.

### **Budget/Financial Implications**

A shared service would be the most effective and cost-efficient approach to addressing these new requirements. Estimated total costs in the range of \$100,000 for a privacy function to be established, similar to freedom of information requests, there will be ongoing requirements that will draw on municipal resources. Fulfilling this responsibility through a regional cost share will spread the costs across multiple partners.

### **Climate Change/Sustainability**

No expected effect on climate change or sustainability efforts.

### **Inclusion, Diversity, Equity, and Accessibility (IDEA@MODL)**

Not applicable

### **Strategic Communications**

Not applicable at this time

### **Conclusion**

Bill 150 consolidates and standardizes privacy requirements across public bodies within Nova Scotia. While many of the mechanics and requirements of privacy are similar to the PIIDPA and FOIPOP rules there will be additional requirements and costs for municipalities. Staff at MJSB are preparing options for considering a shared services approach to meeting the new obligations.

<b>Report Preparation</b>	
<b>Department</b>	Administration
<b>Report Prepared by</b>	Jonathan Bertram, Policy Analyst
<b>Report Approved by</b>	Alex Dumaresq, Deputy CAO
<b>Date Reviewed by C.A.O.</b>	



## The Municipality of the District of Lunenburg

### Request for Decision

**Report to:** Policy and Strategy Committee

**Submitted by:** Tom MacEwan, Chief Administrative Officer

**Date:** November 18, 2025

**Re:** Household Water Supply Upgrade Program Financing Budget

---

### Recommendation

That the Policy and Strategy Committee recommends to Municipal Council that:

1. Approve an additional \$900,000 from the General Operating Reserve for the Water Supply Upgrade Program.
2. Direct staff to prepare amendments to By-law 047 (Potable Water Supply Upgrade Lending Program) to:
  - a) establish a 5-year standard repayment term for new agreements, with a hardship clause allowing term extensions, effective January 1, 2026; and
  - b) remove the stacking provision with Clean Energy Financing and align with By-law 031 so that only one municipal financing may be active on a property at a time; and
  - c) make housekeeping amendments, including accessibility updates, numbering and formatting, and cross-reference the lending rate to MODL Policy 058 Fees Policy (replacing the current reference to Policy 068).

### Executive Summary

Severe to extreme drought on the South Shore in 2025 drove a sharp rise in household water shortages. The program has committed almost all of its 2025–26 starting budget of \$521,300. Between April 1 and October 22, 2025, 29 residents signed Customer Agreements. Loans

approved for 9 residents total \$129,412.35, with the remaining 20 agreements representing \$386,805 in committed funds. This leaves an uncommitted balance of \$5,082.65. A further 40 residents are pending agreement as of October 31. At the \$20,000 maximum per household, the 40 pending files represent roughly \$800,000 in demand.

To maintain service through March 31, 2026, and serve new applicants, the report requests an additional \$900,000 from the General Operating Reserve. The CAO recommends that Council adopt a 5-year standard repayment term for new agreements, with a hardship clause to allow term extensions, to improve recycling while retaining an option for households under financial stress.

## **Background**

On January 14, 2025, Council approved \$600,000 to address the then-current waitlist. A portion was used from January to March 2025. The 2025–26 starting budget on April 1, 2025, was \$521,300. The Water Supply Upgrade Program provides financing up to the lesser of \$20,000 or 15 percent of assessed value for drilled wells and related water system upgrades. Loans are registered as a lien on the property. Homeowners repay principal and interest, and principal flows back to the General Operating Reserve over time. Clean Foundation manages intake and project oversight. The potable water coupon program remains an emergency support, but it does not meet full household needs such as bathing, laundry, or animal water.

## **2025 Climate Conditions and Outlook**

Over the last 2 to 3 weeks, multiple systems brought about 100 to 200 mm of rain to much of Nova Scotia, easing but not eliminating 90-day precipitation deficits. October was warmer than normal and drier in western and eastern Nova Scotia, with central areas closer to average.

In the South Shore, deficits remain pronounced. Over the last 90 days, precipitation was about 60 percent of the long-term average in Yarmouth, 58 percent in Shelburne, and 60 percent in Liverpool, which is roughly 40 to 42 percent below normal. Rivers have improved in central and eastern Nova Scotia but remain low in the southwest. Above-average sea-surface temperatures are likely to keep air temperatures slightly above normal for the next couple of weeks and may delay freeze-up.

Overall, an active pattern is expected to continue. By active pattern we mean frequent passing systems and several rounds of precipitation. Through late December, above-average

precipitation is likely for most of mainland Nova Scotia, with near to slightly warmer temperatures overall, warmer in the east and near average in the west.<sup>1</sup>

What this means for the program:

- Recent rains help surface water and some shallow wells, but groundwater recovery lags. Households with marginal or dry wells will still need permanent upgrades through winter and in the long term.
- Demand for the Water Supply Upgrade Program will stay elevated despite near-term weather improvements, and a top-up keeps projects moving while the backlog clears.

## **Discussion**

The Water Supply Upgrade Program is the most effective way to resolve household water shortages because it funds permanent, whole-home solutions. Relief supports like coupons and showers protect health in the short term, but they do not restore a family's ability to bathe, do laundry, or run fixtures reliably. By financing well deepening and related upgrades, the program secures household supply, reduces repeat emergency demand, and uses public funds responsibly through lien-secured loans that return principal to the reserve. As detailed in the Executive Summary snapshot, current commitments leave about \$5,083 uncommitted with 40 residents pending. This exceeds the 2025–26 capacity without a top-up and supports the recommended \$900,000 allocation.

## **Program Evaluation**

Many MODL households rely on private wells rather than municipal water. When wells run dry or become unsafe, families face one-time costs that are difficult to finance quickly. The Municipality's lien-secured loans fill this gap so households can restore whole-home potable water for drinking, cooking, bathing, laundry, and animal care, while principal and interest are repaid to the reserve over time.

The present challenge is not credit risk but liquidity. Loans are secured against the property, so credit losses are expected to be low. With long repayment terms, however, principal recycles slowly. Slow recycling creates queues and increases pressure on the General Operating Reserve.

---

<sup>1</sup> Source: Environment and Climate Change Canada briefing for emergency management officials, November 7, 2025.

To address the liquidity constraint while keeping access broad, staff assessed different standard repayment terms. The following subsections compare term options on affordability, administration, and capital recycling, followed by a summary of analysis and the CAO's recommendation.

### 1) Program terms

**Assumption for all options:** 2 percent interest rate, payments calculated on \$20,000 principal.

#### **Option A: 5-year term with a hardship clause for term extensions**

- **Payment for residents:** \$350.56/month for \$20,000, an increase of 172.4% versus the current \$128.70/month for a 15-year term.
- **Benefits:** Fastest capital recycling, enabling the most households served per dollar. Lower total interest over the life of the loan. Illustratively, about 9 additional households/year with \$900,000 in revolving capital. A hardship clause can provide relief for some low-income households by allowing term extensions where needed.
- **Risks and trade-offs:** The much higher monthly payment increases the risk of payment difficulty or default relative to 7-, 10-, or 15-year terms, especially in a program that does not use credit checks. Unlike energy programs, these upgrades do not generate utility-bill savings that offset payments. Participation is likely to skew toward households with higher or more stable incomes. Some low-income participants may be protected if the hardship clause extends their term, but moderate-income households that do not qualify could be caught in the middle, unable to afford a 5-year payment yet ineligible for an extension. The hardship pathway also adds ongoing review workload for Finance. Over time, the share of households receiving extensions will shape the effective average term and recycling speed. For example, if 4 out of 10 new agreements are extended to 10 years, the average term becomes about 7 years, so the program would behave more like a 7-year design in practice than a pure 5-year program.

#### **Option B: 7-year term for all**

- **Payment for residents:** \$255.35/month. This is 98.4% higher than the 15-year payment and 38.8% higher than the 10-year payment.
- **Benefits:** Faster recycling than 10 or 15 years while keeping payments well below a 5-year. Administration is straightforward because one rule applies to everyone. With a \$900,000 pool and a \$20,000 average draw, the program could serve about 6.4 additional households/year on an illustrative basis.

- **Risks and trade-offs:** Higher monthly payment than 10 or 15 years with an increased risk of payment difficulty. This option leans toward faster recycling while moderating the payment burden relative to a 5-year term.

**Option C: 10-year term for all**

- **Payment for residents:** \$184.03/month. This is an increase of 43% versus the 15-year payment, and well below a 5-year payment.
- **Benefits:** Capital recycles faster than at 15 years, reducing queues and easing pressure on the reserve, while payments remain broadly manageable. Administration is simplest with a single, uniform rule that supports quick and consistent decisions. With a \$900,000 pool and a \$20,000 average draw, the program could serve about 4.5 additional households/year on an illustrative basis.
- **Risks and trade-offs:** Recycling is slower than at 5 or 7 years, and there is no targeted relief beyond the uniform term. Overall, this option offers a balanced mix of affordability, administrative simplicity, and municipal sustainability.

**Option D: 15-year term (status quo)**

- **Payment for residents:** This option maintains the status quo. It keeps the lowest monthly payment at about \$128.70 per month for \$20,000.
- **Benefits:** Maximum monthly affordability and no implementation change. It is simple for residents and requires no adjustment to existing processes. Illustratively, about 3 additional households per year can be served with \$900,000 in revolving capital.
- **Risks and trade-offs:** Slowest capital recycling, sustaining queues and raising the likelihood of periodic top-ups from reserves. Longer pipelines also increase staff time managing active files.

### Summary of term options

Options	Affordability (Monthly payment at 2% for \$20,000; difference vs 15-year)	Administrative effectiveness and benefits or trade-offs	Municipal financial sustainability (Capital recycling using \$900,000 pool, illustrative)
<b>Option A: 5-year default with hardship extension</b>	<b>\$350.56</b> (+\$221.86, +172.4%)	Fast decisions where files are ready. Hardship reviews add Finance workload and can slow processing if appeals are common. Higher payment increases risk of payment difficulty or default compared with 7, 10, or 15 years, and may narrow access for moderate-income households.	≈ <b>9 households/year</b> . Highest recycling and lowest lifetime interest, but least affordable month to month.
<b>Option B: 7-year for all</b>	<b>\$255.35</b> (+\$126.65, +98.4%)	One-term-for-all rule keeps processing consistent and timely, with low added administrative burden, but the nearly doubled payment vs 15-year moderately increases risk of payment difficulty or default compared with 10 or 15 years.	≈ <b>6.4 households/year</b> . Faster recycling than 10 or 15 while moderating the payment burden relative to 5-year.
<b>Option C: 10-year for all</b>	<b>\$184.03</b> (+\$55.33, +43.0%)	One-term-for-all rule keeps processing consistent and timely, with low added administrative burden. Payment is higher than 15-year, so some households may feel pressure, but default risk is lower than at 5- or 7-year.	≈ <b>4.5 households/year</b> . Balanced recycling with broad affordability.
<b>Option D: 15-year, status quo</b>	<b>\$128.70</b> (+\$0.00, 0%)	No program change and easiest for residents; minimal admin complexity. Lowest payment reduces risk of payment difficulty.	≈ <b>3 households/year</b> . Most affordable monthly, but slowest recycling and greater pressure for reserve top-ups.

## Summary of analysis

### Council can consider a 10-year term for the following reasons:

- **Affordability:** About \$184 per month keeps access broad compared with about \$255 at 7 years and about \$351 at 5 years. This matters because these upgrades do not create utility-bill savings.
- **Throughput:** Illustrative recycling of about 4.5 households per year from a \$900,000 pool is materially better than 15 years (about 3) and only modestly behind 7 years (about 6.4). Most of the liquidity benefit without the payment shock.
- **Simplicity and speed.** One rule for everyone minimizes administration and keeps decisions fast. This supports the program purpose: reliable, long-term household water security with an accessible municipal option.
- **Risk management.** Lower risk of payment difficulty than a 5-year or 7-year default. No ongoing hardship reviews or appeals.

### Affordability reference points (based on Census 2021, Lunenburg Municipal District)

Median after-tax household income is \$60,800. One-person households have a median after-tax income of \$30,600 and make up 26 percent of all households. The community is older, with 28.6 percent of residents aged 65 and over. At 2 percent interest on \$20,000, monthly payments are **\$128.70** (15-year), **\$184.03** (10-year), **\$255.35** (7-year), and **\$350.56** (5-year). Because water upgrades do not reduce utility bills, higher monthly shares increase payment-difficulty risk.

The modeled reference points below show the share of households under each income level in brackets. Percentages after each term show the payment as a share of monthly after-tax income.

- \$40,000 after-tax (\$3,333 per month) (27.4% of households or 3,150 households):  
15-yr **3.86%**, 10-yr **5.52%**, 7-yr **7.66%**, 5-yr **10.52%**
- \$50,000 after-tax (\$4,167 per month) (38.9% of households or 4,475 households):  
15-yr **3.09%**, 10-yr **4.42%**, 7-yr **6.13%**, 5-yr **8.41%**
- \$60,000 after-tax (\$5,000 per month) (48.9% of households or 5,625 households):  
15-yr **2.57%**, 10-yr **3.68%**, 7-yr **5.11%**, 5-yr **7.01%**
- \$70,000 after-tax (\$5,833 per month) (59.4% of households or 6,830 households):  
15-yr **2.21%**, 10-yr **3.15%**, 7-yr **4.38%**, 5-yr **6.01%**

These reference points, combined with a community that is older (28.6 percent are 65 and over) and a high share of one-person households (26 percent), show that a 10-year term keeps payments in a manageable band for most households while still improving recycling over 15 years.

#### **When to consider the other options**

- **Option A (5-year with hardship clause):** This option offers the fastest recycling and, with a hardship clause, can address affordability for some low-income households through term extensions. However, it sets the highest monthly payment and the highest risk of payment difficulty or default in a program that does not use credit checks. Given local census data, many households may either be screened out by the high payment or seek hardship extensions, and Finance staff would face an ongoing hardship-review workload.
- **Option B (7-year):** This option can be considered if Council wishes to prioritize reserve protection and is comfortable with higher payments. Recycling improves to about 6.4 households per year but monthly payments rise to about \$255, which is about 98.4 percent higher than the current 15-year payment and could narrow access for some households.
- **Option D (15-year, status quo):** Offers the lowest monthly payment and widest affordability but the weakest recycling and longest queues, which increases the likelihood of recurring pressure on reserves.

#### **CAO recommendation**

The CAO recommends **Option A**: a 5-year standard term for new agreements, with a defined hardship clause that allows term extensions in cases of demonstrated financial stress. This approach maximizes capital recycling while retaining an option for households that cannot sustain the higher payment.

#### **By-law 047 amendment: align with By-law 031 (one municipal financing at a time)**

This change is recommended to reduce administrative burden and protect liquidity. By-law 047 currently allows stacking of water and clean energy upgrades into a single loan arrangement. With a shorter water program term such as 5 years, administering stacked loans with different terms becomes complex and resource intensive. Staff recommend removing the stacking provision so that only one municipal financing may be active on a property at a time, which aligns with By-law 031 in practice and keeps program delivery simple.

### **Other community water relief services offered by MODL in 2025**

In addition to financing permanent upgrades, the Municipality provided several emergency water services during 2025.

- **Water coupons:** Retailers were paid over \$18,000 for water coupons, up from about \$2,800 in 2024. To date, more than 25,600 coupons for 4-litre bottles have been issued to roughly 500 households, providing a total of about 102,700 litres of bottled water.
- **Showers at Lunenburg County Lifestyle Centre (LCLC):** LCLC shower registrations increased year over year, from 83 in August 2024 to 277 in August 2025, and from 60 in September 2024 to 371 in September 2025, reflecting higher need during the dry period.
- **Water fill station at the Municipal Services Building (MSB):** A temporary fill station was set up at the MSB. As of November 6, it has provided more than 64,000 litres. Engineering staff are working on solutions to prevent pipe freezing so the service can continue through the winter.

### **Strategic Focus**

This request advances Council priorities on climate action and quality of life by enabling durable, whole-home water solutions that secure supply and reduce repeat emergency response.

### **Budget/Financial Implications**

The **\$900,000** request will be drawn from the General Operating Reserve. Homeowners repay principal and interest. Upon adoption of amendments to By-law 047, the standard term for new agreements will be **5 years, with a hardship clause allowing term extensions, effective January 1, 2026**. Existing agreements remain as signed. Principal repayments flow back to the reserve, improving capital recycling and reducing the likelihood of future top-ups.

The Municipality contributes \$150 per participating property toward registration and administration, which can be accommodated within the \$900,000 request. Voluntary prepayment without penalty remains available.

### **Climate Change and Sustainability**

Approving additional lending capacity accelerates permanent upgrades that secure whole-home water supply, reduces reliance on short-term drinking-water coupons, and strengthens community resilience under warmer and drier conditions. This action directly supports resilience measures in the Municipality's Local Climate Change Action Plan 2030.

### **Inclusion, Diversity, Equity and Accessibility (IDEA@MODL)**

Eligibility is consistent for owner-occupied homes with no outstanding taxes or liens. Clean Foundation and municipal staff provide plain-language materials and telephone support to reduce barriers. Although a 5-year standard term increases the monthly payment, the low-interest, property-secured design and a hardship clause that allows a longer repayment term provide a more accessible option for lower-income households than many private financing choices. Staff will continue to assess the program for equitable access and bring recommended changes to Council as needed.

### **Strategic Communications**

Staff and Clean Foundation will:

- Notify residents and directly inform active applicants, recent registrants, and recent coupon users about program status, eligibility, and recent changes.
- Update web and print materials to reflect the adopted By-law 047 amendments.

### **Work plan**

Finance staff will continue to set up and maintain loan accounts and administer hardship term extensions under an approved policy. This workload is expected to be manageable within existing resources, but staff will monitor impacts and report if adjustments are required. Clean Foundation will continue to administer intake and project oversight. Program metrics such as agreements signed, average processing time, repayments received, active balance, and runway will be reported quarterly.

### **Alternatives**

1. **Approve a smaller top-up:** Council could approve a smaller amount than \$900,000, which would limit immediate draw on reserves but slow throughput and leave some residents waiting during drier conditions.
2. **Select a different standard repayment term:** Council may choose any of the other standard term options described in the Program Evaluation section (Option B: 7-year,

Option C: 10-year, or Option D: 15-year status quo). Any change would require amending By-law 047 to set the chosen term.

3. **Provide alternative direction:** Council may direct staff to make other changes as deemed appropriate.

### Conclusion

With \$5,082.65 remaining and 40 residents pending, demand already exceeds available capacity. Approving a \$900,000 top-up, adopting a 5-year standard term for new agreements with a hardship clause for term extensions effective January 1, 2026, and implementing a one-financing-at-a-time rule will keep projects moving, reduce emergency reliance, and deliver reliable whole-home water for households. Residents will remain eligible to pursue a different municipal financing after the existing loan is fully repaid.

Report Preparation	
Department	
Report Prepared by	
Report Approved by	
Date Reviewed by C.A.O.	